

# STATE OF MONTANA

Prepare, sign, submit with an original signature and filing fee.

## REGISTRATION of CORPORATE NAME of FOREIGN CORPORATION APPLICATION



**MAIL:** **LINDA McCULLOCH**  
Secretary of State  
P.O. Box 202801  
Helena, MT 59620-2801

**PHONE:** (406) 444-3665  
**FAX:** (406) 444-3976  
**WEB SITE:** [sos.mt.gov](http://sos.mt.gov)

This is the minimum information required

(This space for use by the Secretary of State only)

**Filing Fee: \$10.00**

☐ 24 Hour Priority Filing Add \$20.00

☐ 1 Hour Expedite Filing Add \$100.00

For the purpose of registering its corporate name with the State of Montana, according to [35-1-311](#) or [35-2-307, MCA](#), the undersigned foreign corporation organized under the laws of any state, territory or country submits the following statements of fact to the Secretary of State:

1. The exact name of the corporation is: \_\_\_\_\_  
A profit corporation must contain "corporation," "company," "incorporated," "limited," or an abbreviation of such.
2. It is incorporated under the laws of: \_\_\_\_\_
3. The date of incorporation is: \_\_\_\_\_  
(Mo/Day/Year)
4. The street address of its business office is: \_\_\_\_\_

\_\_\_\_\_  
City or town

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

5. The description of the business: \_\_\_\_\_
6. It submits an original certificate of existence currently signed and dated by the proper official of the state, territory or country under the laws of which it is incorporated.

\_\_\_\_\_  
Signature of Officer or Chairman of the Board

\_\_\_\_\_  
Date (Mo/Day/Year)

\_\_\_\_\_  
Title

**NOTE:** This registration does not authorize the foreign corporation to transact business in the State of Montana. This is only a name registration which expires on December 31 of each year. Renewal of the name registration can be processed between October 1 and December 31. Forms are available for this purpose.

Remit an additional \$5.00 if formal certificate is desired. A copy of the application should be retained in the corporation's records.

## GENERAL INSTRUCTIONS

Please type or print clearly when filling out this form.

## ALL INFORMATION PUBLIC

All information provided, including names and addresses of officers and directors, will be made available on the Secretary of State's web site or upon request.

## LEGAL AND ACCOUNTING IMPLICATIONS

There are important legal and accounting implications with respect to this corporation action. Suitable legal and accounting advice should be secured before submission. The Secretary of State's office suggests that such advice be sought prior to filling out forms to be sure that you understand the terms and procedures.

## FORM PROCESSING TIME

Please be advised that the Business Services Bureau of the Montana Secretary of State will process your business documents within 10 working days of initial receipt.

- During this period if it is determined that your document does not meet statutory requirements, a letter outlining the deficiencies will be returned to the original submitter.
- If the document is complete and correct, the document will be filed and an acknowledgment copy showing completion returned to the original submitter.

## PRIORITY FILING

- You may request 24 hour priority filing of your document by simply marking the "24 hour priority filing" box and include an additional \$20.00 with your filing fee.
- You may request 1 hour expedite filing of your document by marking the "1 hour priority filing" box and including an additional \$100.00 with your filing fee.

## SUBMISSION

Make checks payable to the Secretary of State. Upon completion, mail with ORIGINAL SIGNATURE to:

Secretary of State  
PO Box 202801  
Helena, MT 59620-2801

## CONTACT US

If you have any questions regarding this form, please contact the Secretary of State Business Services at (406) 444-3665.